Student Teacher Candidate: ___________________________  Student ID Number: _______________________

The following policies must be adhered to while completing:

EDUC 497: Introductory Supervised Teaching and EDUC 498: Advanced Supervised Teaching

Failure to adhere to all of these policies will result in the candidate failing the course and possibly being removed from the program.

Seminars
EDUC 497: Introductory Supervised Teaching and EDUC 498: Advanced Supervised Teaching Orientation
Classroom Management Seminar
Cycle 1 TPA
Cycle 2 TPA
Credential Procedures Seminar

Attendance
Student Teacher Candidates must be at their assigned sites all day every day for the 5 week and 10 week blocks of supervised student teaching. The Student Teacher Candidates must arrive at their assigned site when their School-Site Supervisor arrives and can only leave when the School-Site Supervisor leaves. Adhere to district’s Professional Day policy. It is the School-Site Supervisor’s and the Student Teacher Candidate’s responsibility to conference each day regarding the day’s teaching assignment/s and to prepare for the next day’s assignment/s. The Student Teacher Candidate cannot be absent from their assigned site for any reason other than illness. Days missed due to illness may result in additional time being spent at the assigned site after the end of EDUC 497 and EDUC 498.

First Week Activities for EDUC 497: Introductory Supervised Teaching

Lesson Plan Requirements
Lesson plans must be developed for all lessons taught. Lessons are taught daily. Lesson plans must be developed in outline form stating exactly what is to be taught following the Into: Through: Beyond format and must identify: Modeling Direct Instruction: Guided Practice: Checking for Understanding (formative assessment): Independent Practice. The cover sheet for the lesson must be completed in full. Each lesson plan must be emailed to the University Supervisor by the evening prior to the scheduled lesson. Each lesson must be approved by the School-Site Supervisor prior to the lesson being taught. A weekly reflection of the lesson observed by the University Supervisor must be completed after the lesson has been taught and discussed with the University Supervisor.

Dispositions
All of the University’s Dispositions must be passed in order to pass EDUC 497: Introductory Supervised Teaching and EDUC 498: Advanced Supervised Teaching. Any Disposition not passed will result in a meeting with the SST Faculty Committee, and may result in either failing the course or being dropped from the program. Failure to write adequate lesson plans, failure to write lesson plans, failure to keep a Journal, failure to keep a Portfolio, failure to complete the First Week Activities, failure to arrive on time or leave with your School-Site Supervisor, failure in not being at your assigned site everyday all day, and failure in not getting along with others are examples of dispositional issues.

Cycle 1 TPA and Cycle 2 TPA
All of the required dates for completing the Cycle 1 TPA and the Cycle 2 TPA must be adhered to.

Student Teacher Candidate Signature: ___________________________  Date: _______________________

Last updated: April 2018